Chapter 2
BLM Wildland Fire and Aviation Program
Organization and Responsibilities

Introduction

This chapter provides policy and guidance for Bureau of Land Management fire and aviation program management as referenced in *BLM Manual Section (MS) 9200 Fire Program Management*. These standards are based on Department of Interior (DOI) and Bureau policy. They are intended to ensure safe, consistent, efficient, and effective fire and aviation operations for a fire organization to manage state and/or local unit fire workload or meet approved national program resource allocations. BLM employees engaged in fire management activities (including fire program management, fire suppression, and fire program/incident support) will adhere to the standards in this document. This chapter will be reviewed and updated annually.

BLM Fire Operations Website

BLM Fire Operations maintains a website that hosts operational, informational, and policy-related documents. The website also contains information about the National Fire Equipment Program, the BLM Fire Training Unit, and the BLM Fire Operations Group and its subcommittees. This website is referenced throughout this document. The address of the BLM Fire Operations website is http://web.blm.gov/internal/fire/fire_ops/index.html.

National Wildfire Coordinating Group (NWCG) Relationship to BLM

NWCG is a national group whose function is to provide leadership and establish, implement, maintain and communicate policy, standards, guidelines, and qualifications for wildland fire program management and support the National Incident Management System. Refer to Chapter 8 for more information.

BLM provides a representative to the NWCG Executive Board and representatives to various NWCG committees and subcommittees. These representatives are responsible for accomplishing tasks as directed by the NWCG Executive Board, ensuring proposed policies, guidelines, or standards are reviewed by pertinent agency personnel prior to implementation by NWCG, and providing a consolidated BLM position during NWCG decision-making processes.

NWCG policies, guidelines or standards, if adopted by BLM, are implemented through the BLM directive system.

Fire and Aviation Directorate

The BLM Fire and Aviation Directorate (FAD) consists of the Assistant Director (FA), Deputy Assistant Director (FA), Fire Operations Division Chief, Aviation Division Chief, Fire Planning and Fuels Management Division Chief, Support Services Division Chief, Budget and Evaluation Chief, External Affairs Division Chief, and the Equal Employment Opportunity Manager.

Program Manager Responsibilities

Assistant Director, Fire and Aviation (FA-100)
Deputy Assistant Director, Fire and Aviation (FA-100)

- Develops policies and standards for firefighting safety, training, prevention, suppression, and use of wildland fires on Bureau lands.
- Provides guidance to State Directors on the use of prescribed fire and fuels management to achieve hazardous fuels reduction and resource management objectives.
- Integrates fire and aviation management procedures into natural resource management.
- Establishes position competencies, standards, and minimum qualifications for Fire Management Officers, Fire Management Specialists, and leaders based on federal interagency standards.
- Implements the fire planning and funding allocation process, and develops procedures and standards for the distribution of program resources.
- Reviews and evaluates state fire and aviation management programs.
- Represents the BLM in the coordination of overall fire and aviation management activities at National Interagency Fire Center (NIFC), on intra- and interagency fire committees, groups, and working teams.
- In conjunction with federal fire directors, establishes priorities for assignment of critical resources during wildland fire emergencies.
- Initiates or participates on Boards of Review concerning actions taken on selected wildland fires.
- Negotiates cooperative agreements and/or modifications of existing national level agreements to improve fire and aviation management activities on Bureau lands.
- Reviews funding requests for severity, hazardous fuel reduction, and emergency rehabilitation of Bureau lands damaged by wildland fires; makes determinations on funding levels and recommends approval to the BLM Director.
- Serves as the Bureau's focal point for the Large Fire Cost Review (LFCR) process and initiates, facilitates, and provides oversight for the LFCR process. The AD coordinates with the appropriate state director, assembles a LFCR team, provides a delegation of authority, initiates the LFCR, and provides briefings to the Bureau Director, as appropriate.

- Serves as designated contact for the United States Department of the Treasury for the certification and revocation of Certifying Officers and Assistant Disbursing Officers (CO/ADO) and Designated Officials for emergency incident payments.
- Supervises the Senior Program Advisor position located at the Washington Headquarters Office. This position provides connectivity between the Director's Office, the other BLM Directorates, the BLM State Offices, the Department's other offices such as the Office of Wildland Fire, and the Forest Service National Office in D.C. and maintains a day-to-day physical presence with the rest of the Bureau's national level leadership to fully integrate programs and leverage capability. This position maintains frequent, routine contact with those organizations on a variety of topics ranging from current fire activity to strategic interdisciplinary, interagency, or intergovernmental policy and processes for the protection of lives, property, and the resources.

Equal Employment Opportunity Manager (EEO) (FA-102)
- Manages the Equal Employment Opportunity (EEO) program in accordance with legal, regulatory, and policy requirements.
- Manages and directs the Counseling Program, and Alternative Dispute Resolution (ADR) programs, in accordance with Equal Employment Opportunity Commission (EEOC) regulations and BLM policy as well as for other NIFC agencies.
- Advises managers and aggrieved persons of employee rights and responsibilities, procedural options and timeframes in conflict situations and formulates proposed resolutions.
- Negotiates with managers, aggrieved persons and their representatives to informally resolve EEO matters, and executes final settlement agreements.
- Manages the Affirmative Employment Program (AEP).
- Develops and maintains the accessibility program for the disabled, required under Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disability Act (ADA of 1990).
- Conducts analyses to evaluate progress in meeting equal employment opportunity program goals.
- Administers training activities for the organization.
- Provides managers and supervisors with guidance and advice on issues related to EEO/civil rights program activities.
- Represents the organization in meetings with public and private groups, universities, minority and women's organizations, other DOI components, and other federal agencies.

Support Services Division Chief (FA-200)
- Manages all aspects of the business responsibilities and programs under the jurisdiction of NIFC for the benefit of the BLM and cooperating agencies.

- Directs the accomplishment of the approved operating budget, exercising appropriate control to assure program quality goals are met according to established standards.
- Interprets Departmental and Bureau policies and directives as they affect BLM-NIFC programs.
- Participates in the BLM-wide and interagency task force activities as a leader or member.
- Responsible for the NIFC Site and Facilities Management, NIFC Safety and Health program, Business Practices, Human Resources, Information Resource Management, Maintenance and Security, National Radio Cache, Remote Automated Weather Stations (RAWS) program, and Transportation.
- Is a focal point and frequent spokesperson for the Bureau and the national level management, assures a public awareness of Bureau programs and coordinates with key officials in affected federal agencies, states, and occasionally with other entities such as: foreign governments, private individuals, private organizations, vendors, suppliers, transportation groups, airlines, and others.
- Supports the implementation of the BLM's Automation/Modernization/ Information Resource Management (IRM) initiatives as they apply to BLM/NIFC.

Fire Operations Division Chief (FA-300)

- Serves as the principal technical expert on fire operations to the Assistant Director (FA), Deputy Assistant Director (FA), and to the BLM state fire programs.
- Provides the Assistant Director (FA) and the Deputy Assistant Director (FA) technical advice, operational oversight, and leadership in all aspects of fire operations.
- Performs annual fire program preparedness reviews. Evaluates compliance with policies, objectives, and standards. Assesses operational readiness and provides technical assistance to solve identified problems. Performs other operations reviews as required/requested.
- Assists the Assistant Director (FA) and Deputy Assistant Director (FA), in the formulation and establishment of national policies and programs pertinent to wildland fire preparedness, suppression, shared national resources, safety, training, and equipment.
- Serves as the BLM technical expert on national interagency mobilization and utilization of fire suppression resources.
- Develops national plans, standards, and technical guides for the BLM and interagency fire management operations.
- Develops and implements safety programs, accident investigation procedures, and safety trend analyses.
- Supervises the Branch of Radio Operations (FA-350) which is responsible for policy, guidance, and governance, as well as tactical and operational

national radio planning for the Bureau to meet the needs of all business users (law enforcement (LE), fire, cadastral survey, recreation, and natural resource programs). FA-350 is responsible for managing the BLM's nationwide radio frequency (RF) assignments; conducting management control reviews; user satisfaction surveys; Exhibit 300 Business Case; operational analysis; equipment test plans; testing resources for the DOI Technical Service Center (TSC); implementation of facilities standards, and management of equipment lifecycles.

- Serves as the BLM representative to the National Multi Agency Coordinating Group (NMAC).
- Certifies Area Command and Type 1 Command and General Staff task books and red cards for the national and Washington offices.
- Provide written daily National Multi-Agency Coordinating Group briefings to the Assistant Director and Deputy Assistant Director, Fire and Aviation; BLM state fire management officers; and geographic MAC members in FIAT state at National Preparedness Level (PL) 3 and above.

Budget and Evaluation Division Chief (FA-400)
- Serves as principal budget advisor of the wildland fire program to the Assistant Director (FA), Deputy Assistant Director (FA), BLM Fire Leadership Team, and to other BLM staffs.
- Serves as primary BLM representative in the DOI Wildland Fire Budget formulation and execution process.
- Represents BLM on the DOI Fire Budget Team and at other interagency meetings in regards to budget related policies, requirements, procedures, and reports.
- Coordinates all budget activities between Washington Office, Office of Wildland Fire, and Fire and Aviation.
- Provides national oversight for BLM Wildland Fire program budget formulation, justification, and execution. Responsible for the development and preparation of the budget justifications, Planning Target Allocation, Annual Work Plan, capability statements, effects statements, and congressional responses.
- Reviews NIFC offices at mid-year, third quarter, and end-of-year and distributes available funding in accordance with BLM policy.
- Provides oversight of Casual Payment Center. Ensures all DOI casual payments are processed in a timely and cost-effective manner adhering to procedures and practices set forth by the DOI agencies.

Aviation Division Chief (FA-500)
- Serves as principal aviation advisor to the Assistant Director (FA), Deputy Assistant Director (FA), other staffs, states, and to the DOI.
- Identifies and develops Bureau aviation policies, methods and procedures, as well as standardized technical specifications for a variety of specialized firefighting missions for incorporation into the directives system.

- Coordinates aviation-related activities and services between the Washington Office (WO) and states with other wildland firefighting, regulatory, investigative, and military agencies.
- Coordinates provision and use of aviation resources with business practices, aviation user staffs at the WO, and state office level.
- Represents the BLM at interagency meetings, in interagency committees developing government-wide aviation policies, requirements, procedures and reports, at aviation industry meetings and conventions.
- Develops and implements aviation safety programs, accident investigation procedures, and aviation safety trend analyses.
- Plans and conducts reviews and evaluations of state aviation programs.
- Plans and conducts technical and managerial analyses relating to the identification of aviation organization and resources appropriate for agency use, cost-effectiveness of aviation firefighting, other specialized missions, aircraft acquisition requirements, equipment developmental needs, and related areas.

Fire Planning and Fuels Management Division Chief (FA-600)
- Responsible for the development and implementation of the Bureau-wide fire planning program. Provides guidance and assistance in administering the technical and operational aspects of BLM's fire planning program at the state, regional, and agency levels for the accurate identification of program funding needs. Checks for accuracy in computations with instructions and policies.
- Responsible for the development and coordination of the BLM's prescribed fire, fuels management, fire trespass, and fire prevention annual programs, and recommends the distribution of program funds to regions.
- Tracks all fuels management fund distributions and prior year carryover funds. Develops and maintains a national database for fuels management accomplishments for Indian Trust Lands.
- Analyzes hazards and risks in the wildland urban interface using fuels modification or reduction techniques, and develops recommendations for Bureauwide application. Examines and analyzes laws and regulations pertaining to prescribed fire use/fuels management in the wildland urban interface, and works with top level Bureau representatives, states, and rural fire districts to recommend policy which will achieve uniformity.
- Serves as the BLM's primary subject matter expert for National Fire Management Analysis System (NFMAS), fire planning, Personal Computer Historical Analysis (PCHA), Geographic Information System (GIS), Global Positioning System (GPS), Lightning Detection System (LDS), Weather Information Management System (WIMS), Wildland Fire Decision Support System (WFDSS), prescribed fire software programs, and provides user training in those applications.

External Affairs Division Chief (FA-700)

- Responsible for coordination of information between the Department of the Interior and Office of Wildland Fire to the BLM, BIA, USFWS, NPS, USFS, National Association State Foresters (NASF), and Federal Emergency Management Agency (FEMA) at NIFC.
- Responsible for coordination of the responses to: Office of Management and Budget (OMB), Government Accountability Office (GAO), congressional, other elected officials, and other external inquiries among agencies and departments, establishing and maintaining cooperative relationships resulting in quality work products.
- Serves as the primary manager of the External Affairs program for the NIFC.
- Serves as the primary point of contact to external audiences regarding BLM, and at times, DOI fire and aviation policy.
- Serves as the primary point of contact with the BLM Washington Office and DOI external affairs and communication offices.
- Develops recommendations pertaining to External Affairs aspects for BLM Fire and Aviation policies.
- Initiates External Affairs policies and procedures pertaining to Fire and Aviation for adoption at the department level in conjunction with other departments and agencies.
- Serves as personal and direct representative of the Assistant Director, Fire and Aviation at various meetings and functions with members of congress and staff, state governors and legislatures, officials of local, state and federal agencies, major private corporations, public and private interest groups, and foreign governments.
- Serves as external affairs expert and consultant to the Assistant Director, (FA) and the Deputy Assistant Director (FA) on a wide variety of issues and policies of controversial nature, providing analysis and advice on public reaction to major policy and program issues.
- Responsible for management and contact of all NIFC and BLM FA public expressions, including printed material, video productions, and social media products.
- Coordinates with BLM legislative affairs on proposed legislation regarding FA.

State Director

The State Director is responsible for fire management programs and activities within the state. The State Director will ensure that employees in their organization meet the requirements outlined in the *Interagency Fire Program Management Qualifications Standards and Guide* at: http://www.ifpm.nifc.gov/ and will ensure training is completed to support delegations to line managers and principal actings.

District/Field Manager

The District/Field Manager is responsible to the State Director for the safe and efficient implementation of fire management activities within their unit. This includes cooperative activities with other agencies or landowners in accordance with delegations of authorities. The District/Field Manager and their principal actings will meet the required elements outlined in the Management Performance Requirements for Fire Operations below.

Management Performance Requirements for Fire Operations

PERFORMANCE REQUIRED	State Director/ Associate	District/ Field Manager
1. Ensures Fire Management Plans (FMPs) reflect the agency commitment to firefighter and public safety while utilizing the full range of fire management activities available for ecosystem sustainability.	X	X
2. Establishes a fire organization to meet state/unit fire management objectives based on national, state, and local priorities and within national allocations.	X	X
3. Develops fire management standards and constraints that are compliant with agency fire policies.	X	X
4. Ensures incident responses will be based on current and approved Resource Management Plans (RMPs) and FMPs.	X	X
5. Completes fire training as outlined in Instruction Memorandum No. FA IM-2016-007 within two years of being appointed to a designated management position. Ensures that personnel delegated fire program responsibilities have completed fire training requirements.		X
6. Publishes decisions in the Wildland Fire Decision Support System (WFDSS) as per Chapter 2 and Chapter 11.	X	X
7. Provides a written Delegation of Authority to FMOs that gives them an adequate level of operational authority. If fire management responsibilities are zoned, ensures that all appropriate Agency Administrators have signed the delegation.	X	X

PERFORMANCE REQUIRED	State Director/ Associate	District/ Field Manager
8. Ensures only trained, certified fire and non-fire personnel are available to support fire operations at the local and national level.	X	X
9. Ensures master agreements with cooperators are valid and in compliance with agency policy, and that attached Annual Operating Plans are current.	X	X
10. Agency Administrators are required to personally visit fires each year.		X
11. Annually convenes and participates in pre-and post-season fire meetings.	X	X
12. Reviews critical operations and safety policies and procedures with fire and fire aviation personnel.	X	X
13. Ensures timely follow-up to fire preparedness and program reviews.	X	X
14. Ensures fire and fire aviation preparedness reviews are conducted annually in all unit offices. Participates in at least one review annually.	X	X
15. Ensures investigations are conducted for incidents with potential, entrapments, and serious accidents as per the standards in Chapter 18.	X	X
16. Provides a written Delegation of Authority, copy of the Wildland Fire Decision Support System (WFDSS) Published Decision, and an Agency Administrator Briefing to Incident Management Teams.		X
17. Provides a written Delegation of Authority and/or expectations to the unit's Type 3, 4, and 5 Incident Commanders annually prior to fire season.		X
18. Ensures resource advisors are identified, trained, and available for incident assignment. Refer to *Resource Advisors Guide for Wildland Fire* PMS 313, NFES 1831, January 2004.		X
19. Attends post fire closeout on Type 1 and Type 2 fires (attendance may be delegated).		X

PERFORMANCE REQUIRED	State Director/ Associate	District/ Field Manager
20. Ensures trespass actions are initiated and documented to recover cost of suppression activities, land rehabilitation, and damages to the resource and improvements for all human-caused fires where liability can be determined, as per *Fire Trespass Handbook H-9238-1.*	X	X
21. Ensures compliance with National and State Office policy for prescribed fire activities. Participates in periodic reviews of the prescribed fire program.	X	X
22. Ensures prescribed fire plans that are approved meet agency policies.	X	X
23. Ensures the prescribed fire plan has been reviewed and recommended by a qualified technical reviewer who was not involved in the plan preparation.		X
24. Ensures the *Agency Administrator Ignition Authorization* (PMS 485) is signed and dated with the time frame identified before the prescribed fire is ignited.		X
25. Ensures Unit Safety Program is in place, has a current plan, has an active safety committee that includes the fire program.	X	X
26. Annually updates and reviews the *Agency Administrator's Guide to Critical Incident Management* (or equivalent).	X	X
27. Ensures that a current emergency medical response plan is in place and accessible.		X
28. Ensures current fire and weather information is posted (hardcopy, web, etc.), and available for all employees.		X

Manager's Oversight

Agency Administrators are managers that have wildland fire decision authority for a defined area, as specified by delegation. Agency Administrators are required to personally visit fires each year. Appendix A contains information to support the Agency Administrators during these visits.

Post Incident Review

Appendix B (*Manager's Supplement for Post Incident Review)* emphasizes the factors that are critical for ensuring safe and efficient wildland fire suppression, and provides examples for managers to use in their review of incident operations and Incident Commanders.

Fire Training for Agency Administrators

Agency Administrators and their actings must complete fire training within two years of being appointed to a designated management position. Refer to Instruction Memorandum No. FA IM-2016-007 for training requirements.

Agency Administrator qualifications and training will be entered into the IQCS. Upon certification, the Agency Administrator (AADM) competency will be awarded in the IQCS. An Incident Qualification Card may be issued allowing mobilization of the AADM through ROSS.

State Fire Management Officer (SFMO)

The State Fire Management Officer (SFMO) provides leadership for their agency fire and fire aviation management program. The SFMO is responsible and accountable for providing planning, coordination, training, technical guidance, and oversight to the state fire management programs. The SFMO also represents the State Director on interagency geographic area coordination groups and Multi-Agency Coordination (MAC) groups. The SFMO provides feedback to Districts/Field Offices on performance requirements.

District/Zone/Field Office Fire Management Officer

The District/Zone/Field Office Fire Management Officer (FMO) is responsible and accountable for providing leadership for fire and fire aviation management programs at the local level.

The Fire Management Officer:
- Determines local fire program requirements to implement land use decisions through the Fire Management Plan (FMP) to meet land management objectives;
- Negotiates interagency agreements and represents the District/Field Office Manager on local interagency fire and fire aviation groups;
- Meets Fire Staff Performance Requirements for Fire Operations; and
- Fulfills FMO Safety and Health Responsibilities for the Fire Program.

Experience requirements for positions in Alaska Fire Service, Oregon and California (O&C) Districts, NIFC, national office, and other fire management positions in units and state/regional offices will be established as vacancies occur, but will be commensurate with the position's scope of responsibilities. The developmental training to fully achieve competencies should be addressed in an IDP within a defined time period.

1 **Fire Staff Performance Requirements for Fire Operations**

PERFORMANCE REQUIRED	State FMO	District/ Zone/Field Office FMO
1. Establishes and manages a safe, effective, and efficient fire program.	X	X
2. Ensures the fire program is funded and managed to provide for safe and effective fire management activities.	X	X
3. Ensures the Fire Management Plan (FMP) reflects the agency commitment to firefighter and public safety by establishing a fire organization to meet state/unit workload or national allocations, while utilizing the full range of fire management activities available for ecosystem sustainability.	X	X
4. Ensures Individual Fire Reports (DI-1202s) are completed, signed/approved, and entered into WFMI.	X	X
5. Ensures only trained and qualified personnel are assigned to fire and fire aviation duties.	X	X
6. Ensures the unit safety program is implemented and provides direction for fire and non-fire safety regulations, training, and concerns.	X	X
7. Ensures completion of a Risk Assessment (RA) for fire and fire aviation activities, and non-fire activities so mitigation measures are taken to reduce risk.		X
8. Ensures compliance with work/rest guidelines during all fire and fire aviation activities.	X	X
9. Ensures fire and fire aviation management employees understand their role, responsibilities, authority, and accountability.	X	X
10. Organizes, trains, equips, and directs a qualified work force.	X	X
11. Establishes and implements a post incident assignment performance review process for each employee.	X	X
12. Develops, implements, evaluates, and documents fire and fire aviation training to meet current and anticipated needs.	X	X

PERFORMANCE REQUIRED	State FMO	District/ Zone/Field Office FMO
13. Ensures fire and fire aviation policies are understood, implemented, and coordinated with other agencies as appropriate.	X	X
14. Monitors fire suppression activities to recognize when complexity levels exceed program capabilities. Increases managerial and operational resources to meet the need.	X	X
15. Monitors fire season severity predictions, fire behavior, and fire activity levels. Ensures national fire severity funding and national preposition funding is requested in a timely manner, used, and documented in accordance with agency standards.	X	X
16. Monitors the expenditure of Short-Term Severity and State Discretionary Preposition funding.	X	X
17. Ensures agreements with cooperators are valid and in compliance with agency policy, and that attached Annual Operating Plans are current.	X	X
18. Develops, maintains, and implements current operational plans (e.g., dispatch, preparedness, prevention, drawdown).		X
19. Ensures that initial response plans (e.g., run cards, preplanned response) are in place and provide for initial response commensurate with guidance provided in the Fire Management Plan and Land/Resource Management Plan. Ensures that initial response plans reflect agreements and annual operating plans, and are reviewed annually prior to fire season.		X
20. Develops, maintains, and implements restrictions procedures in coordination with cooperators whenever possible.	X	X
21. Ensures that the use of fire funds complies with department and agency policies.	X	X
22. Reviews and approves appropriate overtime authorization requests for personnel providing fire suppression coverage during holidays, special events, and abnormal fire conditions.		X
23. Ensures a process is established to communicate fire information to public, media, and cooperators.	X	X

PERFORMANCE REQUIRED	State FMO	District/ Zone/Field Office FMO
24. Annually convenes and participates in pre-and post-season fire meetings where management controls and critical safety issues are discussed.	X	X
25. Oversees pre-season preparedness review of fire and fire aviation program.	X	X
26. Initiates, conducts, and/or participates in fire program management reviews and investigations.	X	X
27. Personally participates in periodic site visits to individual incidents and projects.	X	X
28. Utilizes the Risk and Complexity Assessment (Appendix E and F) to ensure the proper level of management is assigned to all incidents.	X	X
29. Ensures transfer of command on incidents occurs as per Chapter 11.		X
30. Ensures incoming personnel and crews are briefed prior to fire and fire aviation assignments.		X
31. Ensures that an accurate and defensible decision is published in the Wildland Fire Decision Support System (WFDSS) for all fires that escape initial attack.	X	X
32. Ensures that an accurate and defensible decision is published in the Wildland Fire Decision Support System (WFDSS) for all fires managed for multiple objectives.	X	X
33. Ensures IMT briefing packages are developed prior to fire season.		X
34. Works with cooperators, groups, and individuals to develop and implement processes and procedures for providing fire safe communities within the wildland urban interface.	X	X
35. Ensures trespass actions are initiated and documented to recover cost of suppression activities, land rehabilitation, and damages to the resource/improvements for all human-caused fires that ignite on BLM jurisdiction where liability can be determined.	X	X

PERFORMANCE REQUIRED	State FMO	District/ Zone/Field Office FMO
36. Ensures required unit personnel are trained in fire cause determination and fire trespass.	X	X
37. Ensures compliance with National and State Office policy for prescribed fire activities. Provides periodic reviews of the prescribed fire program.	X	X
38. Annually updates and reviews the *Agency Administrator's Guide to Critical Incident Management* (or equivalent).	X	X
39. Ensures that all fire employees review and update their emergency contact information annually, either in Employee Express or in hard copy format.	X	X
40. Ensures fire season severity predictions, weather forecasts, fire behavior predictors, and fire activity levels are monitored and communicated daily to all employees (hard copy, web page, email, radio, or fax).		X
41. Ensures standards in current National and Local Mobilization Guides are followed.	X	X
42. Complies with established property control/management procedures.	X	X
43. Certifies Area Command and Type 1 Command and General Staff positions.	X	

Requirements for fire management positions are outlined in the *Interagency Fire Program Management Qualifications Standards and Guide* (IFPM) Standard. The supplemental Qualification Standard for professional GS-0401 Fire Management Specialist positions, approved by the Office of Personnel Management, is also included in the IFPM Standard. The *Interagency Fire Program Management Qualification Standards and Guide* can be found in its entirety on the IFPM website at http://www.ifpm.nifc.gov.

Delegation of Authority

Delegation for State Fire Management Officers (SFMO)
In order to effectively perform their duties, a SFMO must have certain authorities delegated from the State Director. This delegation is normally placed in the state office supplement to agency manuals. This Delegation of Authority should include the following roles and responsibilities:
- Serve as the State Director's authorized representative on geographic area coordination groups, including MAC groups.

- Coordinate and establish priorities on uncommitted fire suppression resources during periods of shortages.
- Coordinate logistics and suppression operations statewide.
- Relocate agency pre-suppression/suppression resources within the state/region based on relative fire potential/activity.
- Correct unsafe fire suppression activities.
- Direct accelerated, aggressive initial attack when appropriate.
- Enter into agreements to provide for the management, fiscal, and operational functions of combined agency operated facilities.
- Suspend prescribed fire activities when warranted.
- Give authorization to hire Emergency Firefighters in accordance with the DOI Pay Plan for Emergency Workers.
- Monitor (and approve if delegated) emergency Short-Term fire severity funding and State Discretionary Preposition funding expenditures not to exceed the state's annual authority.
- Ensure national fire severity funding and national preposition funding is requested in a timely manner, used, and documented in accordance with agency standards.
- Appendix C provides a sample "Delegation of Authority."

Delegation for District/Zone/Field Office Fire Management Officers (FMO)

In order to effectively perform their duties, a unit FMO must have certain authorities delegated from the District Manager. This delegation is normally issued annually. This Delegation of Authority should include the following roles and responsibilities:

- Serve as the District Manager's authorized representative on operations groups and coordination groups, including MAC groups.
- Coordinate and establish priorities on uncommitted fire suppression resources during periods of shortages.
- Coordinate logistics and suppression operations for the unit.
- Relocate agency pre-suppression/suppression resources within the unit based on relative fire potential/activity.
- Correct unsafe fire suppression activities.
- Direct accelerated, aggressive initial attack when appropriate.
- Facilitate entry into agreements to provide for the management, fiscal, and operational functions of combined agency operated facilities.
- Suspend prescribed fire activities when warranted.
- Give authorization to hire Emergency Firefighters in accordance with the DOI Pay Plan for Emergency Workers.
- Approve emergency fire severity funding expenditures not to exceed the unit's approved authority.
- Appendix C provides a sample "Delegation of Authority."

BLM Operational Duty Officer (ODO)

Each BLM unit Fire Management Officer will perform the duties of an ODO or will provide a delegated ODO for their units during any period of predicted incident activities. ODO responsibilities may be performed by any individual with a signed Delegation of Authority from the local Agency Administrator. Qualifications for the ODO will be identified within the Unit Annual Operating Plan. The required duties for all BLM ODOs are:

- Monitor unit incident activities for compliance with BLM safety policies.
- Coordinate and set priorities for unit suppression actions and resource allocation.
- Keep unit Agency Administrators, suppression resources, and information officers informed of the current and expected situation.
- Plan for and implement actions required for future needs.
- Document all decisions and actions.

ODOs will provide operational oversight of these requirements as well as any unit specific duties assigned by the local fire managers through the local unit fire operating plan. ODOs will not fill any ICS incident command functions connected to any incident. In the event that the ODO is required to accept an incident assignment, the FMO will ensure that another qualified and authorized ODO is in place prior to the departure of the outgoing ODO.

State and National Duty Officers

Each state will maintain a state-level duty officer during fire season and dedicated telephone number. State duty officers are responsible for:

- Establishing a process to identify available assets or needs within their state;
- Communicating availability of or need for assets to other state duty officers;
- Maintaining information on the Asset Intelligence Spreadsheet;
- Approving asset assignments; and
- Facilitating movement of assets using established dispatch/coordination system protocols.

FA-320 will maintain a national duty officer and dedicated telephone number. The national duty officer is responsible for:

- Monitoring and supporting the Asset Intelligence Spreadsheet;
- Providing coordination and prioritization of prepositioned assets between states if the need arises;
- Resolving disagreements of asset priorities and/or mobilizations by elevating issues to the Division Chief, Fire Operations (FA DC) or delegate;
- Facilitating movement of assets using established dispatch/coordination system protocols; and
- Providing briefings and updates to the FA DC/BLM NMAC representative as requested.

All state and national duty officer telephone numbers are listed on the Asset
Intelligence Spreadsheet.

Incident Business

A consolidated view of fire business practices, supporting policy, and regulation
is contained in the *BLM Standards for Fire Business Management*, available at:
http://web.blm.gov/internal/fire/budget/Reference_docs/Incident%20Business/I
B-new/OrangeBk.html.

**BLM Fire Management Position Titles and Fire Department Cooperator
Equivalencies**

Bureau of Land Management units that choose to use fire department cooperator
nomenclature will utilize the following BLM position title equivalency standard.

BLM Fire Management Position Title	Fire Department Cooperator Equivalency
State FMO, District FMO	Chief
State AFMO, District AFMO	Deputy Chief
State Office Fire Staff	Assistant Chief
Field Office FMO, Center Manager, District Fire Management Specialist, District Fuels Specialist	Division Chief
Fire Operations Specialist, Fuels Specialist, Assistant Center Manager, Prevention/Education Specialist	Battalion Chief
Prevention Technician, Prevention/Education Specialist	Prevention officer
Hotshot Superintendent, Helicopter Manager	Superintendent
Engine Captain, Hotshot Foreman, Assistant Helicopter Manager, Fuels Module Leader	Captain
Fire Engine Operator	Engineer
Communications Technician	Comm.
Mechanic	Repair

Safety and Occupational Health Program

Safety and occupational health program responsibilities are interwoven
throughout Bureau program areas, including fire management. Safety of our
employees lies within every level of the organization and program
implementation can have a direct impact on firefighting personnel. To ensure
that program requirements are met to support the fire and aviation management
program, the following checklist shall be utilized.

1 **Safety and Health Responsibilities for the Fire Program**

PERFORMANCE REQUIRED	State Safety Manager	District/ Zone Safety Manager	Unit FMO	District/ Field Manager
1. An annual Unit Safety and Health Action Plan is developed, approved, and signed by unit Agency Administrator. This plan outlines courses of action to improve the unit's safety program and is based upon an assessment of what is needed to make the safety program fully functional.		X	X	X
2. Risk Assessments (RAs) are completed for suppression and non-suppression related activities and crews are briefed on RAs prior to beginning work.			X	X
3. An individual has been designated as the Unit Safety Officer.	X			X
4. Maintains a working relationship with all facets of the fire organization including outstations.		X	X	X
5. A safety committee or group, which includes fire representation, is organized to monitor safety and health concerns and activities.		X	X	X
6. Written safety and health programs required by OSHA are in place and being implemented to include fire personnel.	X	X		
7. Employees are provided mandatory safety and health training, including the BLM Fire and Aviation Employee Orientation Checklist.		X	X	X

PERFORMANCE REQUIRED	State Safety Manager	District/ Zone Safety Manager	Unit FMO	District/ Field Manager
8. Fire safety programs (e.g., SAFENET, Six Minutes for Safety, Safety Alerts) are known and being utilized.			X	
9. Safety publications are available to all fire employees (e.g., *Incident Response Pocket Guide, 1112-2 Manual, Wildland Fire Incident Management Field Guide*).			X	
10. Assures that risk management process is integrated into all major policies, management decisions, and the planning and performance of every job. (*BLM Manual 1112)*			X	
11. Procedures are in place to monitor Work Capacity Test (WCT) results and ensure medical examination policies are followed.			X	
12. Safety Data Sheets (SDS) are present, accessible, and available for all hazardous materials used and stored in the work area.		X	X	
13. Procedures are in place to purchase non-standard equipment as identified in the Risk Assessment process, and to ensure compliance with consensus standards (e.g., ANSI, NIOSH) for PPE.	X	X		X
14. Personal Protective Equipment (PPE) supplied, is serviceable, and being utilized.		X	X	

PERFORMANCE REQUIRED	State Safety Manager	District/ Zone Safety Manager	Unit FMO	District/ Field Manager
15. Ensures tailgate safety meetings are held and documented.			X	
16. Monitors and inspects operations and work sites for unsafe acts and conditions and promptly takes appropriate preventative and corrective measures. *(BLM Manual 1112)*		X		
17. Procedures are in place for reporting unsafe and unhealthful working conditions.		X		X
18. Promptly reports and investigates all job-related accidents/incidents that result in or have the potential to cause fatalities, injuries, illnesses, property, or environmental damage. All such reports are electronically submitted to the Safety Management Information System (SMIS). *BLM Manual 1112 Safety*			X	X
19. Injury data is monitored and reviewed to determine trends affecting the health and welfare of employees.		X		X
20. Ensures facility and work area inspections are conducted to ensure requirements are met. *29 CFR 1960* and *485 DM, Chapter 5 requirements*.	X	X		X

Employee Safety and Health Program Responsibility

All employees have personal responsibility to ensure safe and healthful work practices and the following elements specifically outline these responsibilities:

- Complying with applicable work rules, practices, and procedures.
- Using safety devices, personal protective equipment, clothing, and other means provided or directed by recognized authority at all times when necessary for their protection.
- Reporting unsafe and unhealthful working conditions to management.
- Reporting every job-related accident/incident to their supervisor that results in, or has the potential to harm people, property, or the environment.
- Reporting personal conditions that could adversely affect their ability to perform in a safe and healthful manner on the job.
- Completing the BLM Fire and Aviation Employee Orientation Checklist, available on the BLM Fire Operations website.

Emergency Notification and Contact Information

After emergency response actions deliver an injured employee to the immediate medical care facility, prompt notification through the chain of command is essential to ensure proper management support to the employee. For BLM fire operations, notification criteria are as follows:

- **Injury on a BLM Fire**
  The responsible unit Fire Management Officer (FMO)/Operational Duty Officer will notify their State Duty Officer (or Fire Operations Group (FOG) representative) immediately. The State Duty Officer (or FOG representative) will then ensure the appropriate local agency GACC operational representative is notified.
- **BLM Employee Injury**
  Injured employee's home unit FMO is notified. The FMO will then notify their State Duty Officer (or FOG representative) immediately. If the employee injury occurs in another state, the State Duty Officer (or FOG representative) will ensure that the hosting State Duty Officer (or FOG representative) is notified of the injury.
- **Great Basin Smokejumpers**
  - From the Scene:
    - The accident is reported to the smokejumper spotter, Great Basin Smokejumper Liaison Officer (LO), and local dispatch.
    - When the accident involves a jump injury, the spotter and/or ground contact will convey the medical needs and nature of the injury to the local dispatch.
    - If cellular phone or satellite phone coverage is available, a ground contact will call the Great Basin Smokejumper LO or DO with details about the accident.

- From the Great Basin Smokejumper Duty Officer:
  - The Great Basin Smokejumper Duty Officer will notify the base manager.
  - The smokejumper base manager will notify the National Interagency Fire Center (NIFC) Fire Operations Chief of Preparedness and Suppression Standards (or acting).
  - BLM Operations Chief of Preparedness and Suppression Standards will inform necessary parties up the chain of command and notify the NIFC External Affairs Office.
  - The Great Basin Smokejumper Duty Officer or Base Manager will notify the BLM State Duty Officer (or FOG Representative).
  - The Great Basin Smokejumper Duty Officer will confirm an agency representative will accompany the injured party to the hospital.
- From the BLM Great Basin Smokejumper Base Manager:
  - The smokejumper base manager will contact their base manager counterpart if a visiting jumper in injured.
  - The smokejumper base manager will notify the emergency contact of the injured smokejumper if the injured smokejumper is unable to do so.

All fire and aviation employees are required to review and update their emergency contact information annually, either in Employee Express or in hard copy format. This information will only be used for emergency purposes and only by those authorized to make contact with the employee and/or their personal contact(s) and will be maintained in accordance with the provisions of the Privacy Act of 1974.

Employee Advocacy

Fire operations doctrine acknowledges the inherent danger of fire operations and the potential for serious injury or death to firefighters. When these occur, it is important that Bureau employees are provided the best and most appropriate care and support possible. Managers should consult their human resources experts to ensure that applicable Departmental and Bureau human resources policies and guidelines are followed. In addition, the *Bureau of Land Management Line of Duty Death (LODD) Response Guide* provides information to assist managers in dealing with the many complexities of these occurrences.

The *LODD Response Guide* is available in the Toolbox section of the BLM Fire Operations Website.

BLM Fire and Aviation Honor Guard

The BLM Fire and Aviation Honor Guard represents the highest ideals of honor, dignity, professionalism and respect in serving the agency, the fire community, and the families, friends and co-workers of those who have lost their lives in the line of duty.

The Honor Guard was established to appropriately pay tribute to and honor the memory of employees who perish in the line of duty. The Honor Guard also responds to requests for their participation at events of state and national significance.

The Honor Guard is comprised of a cross-section of the BLM workforce from within the fire and aviation program. A commitment to the program directly impacts fellow members and the ability of the team to function at the highest level possible. Members will be expected to commit for no less than a two-year period, and may remain an Honor Guard member until they can no longer fulfill the commitment or wish to retire from the Honor Guard. Members must stay in good standing in the Bureau.

For more information, refer to
http://www.blm.gov/nifc/st/en/prog/fire/honor_guard.html.

Employee Conduct

All employees, cooperators, contractors, and volunteers who participate in wildland fire operations have the duty to treat each other with respect and to maintain a work environment free of misconduct and harassment.

Misconduct includes but is not limited to alcohol misuse, driving while intoxicated, the use of illegal drugs, hazing, insubordination, disregard for policies and procedures, and the destruction or theft of government property.

Harassment is coercive or repeated, unsolicited and unwelcome verbal comments, gestures, or physical contacts and includes retaliation for confronting or reporting harassment.

Harassment and misconduct will not be tolerated under any circumstances and will be dealt with in the strictest of terms. We must all take responsibility for creating and ensuring a healthy and safe work environment. Employees who experience or witness harassment, misconduct, or any inappropriate activity should report it to the proper authority immediately.

Examples of Harassment and Misconduct
- **Physical conduct –** Unwelcome touching, standing too close, looking up and down, inappropriate or threatening staring or glaring, obscene, threatening, or offensive gestures.

- **Verbal or written misconduct –** Inappropriate references to body parts; derogatory or demeaning comments, jokes, or personal questions; sexual innuendoes; offensive remarks about race, gender, religion, age, ethnicity, or sexual orientation, obscene letters or telephone calls, catcalls, whistles or sexually suggestive sounds.
- **Visual or symbolic misconduct –** Display of nude pictures, scantily-clad, or offensively-clad people; display of offensive, threatening, demeaning, or derogatory symbols, drawings, cartoons, or other graphics; offensive clothing or beverage containers, bumper stickers, or other articles.
- **Hazing –** Hazing is considered a form of harassment. "Hazing" is defined as "any action taken, or situation created intentionally, to produce mental or physical discomfort, embarrassment, or ridicule."
- **Alcohol –** The use of alcohol during any work period is strictly prohibited. The performance of job duties while under the influence of alcohol is prohibited. Underage personnel alcohol use is prohibited at all times.

BLM Mobile Fire Equipment Policy

Introduction
The following section represents a general overview of the BLM Mobile Fire Equipment Policy. The policy can be found in its entirety on the BLM National Fire Equipment Program (NFEP) Website, located within the BLM Fire Operations website.

Policy and Guidance
The BLM fire equipment program is responsible for the design, development, and acquisition of specialized wildland fire equipment to meet the full range of fire management requirements. The design and development is accomplished through the analysis of performance needs required by BLM field units and working with industry to produce prototypes for testing and eventually production units. Acquisition of equipment is accomplished primarily through contracting. The BLM fire equipment program balances advanced technology with overall cost efficiency to provide maximum safety for personnel while effectively meeting fire management needs.

It is agency policy to maintain each piece of fire equipment at a high level of performance and in a condition consistent with the work it has been designed to perform. This shall be accomplished through application of a uniform preventive maintenance program, timely repair of components damaged while on assignment, and in accordance with all agency fiscal requirements. Repairs shall be made as they are identified to keep the equipment functional and in peak operating condition.

Fire Equipment Committees
There are three levels of fire equipment committees: National, State, and Interagency. Fire equipment committees address the broad spectrum of

equipment subjects and make recommendations. State committees will report to
the respective State Fire Management Officer. The BLM Fire Equipment Group
and the BLM Engine Committee report to the Fire Operations Group (FOG).
Equipment committees should invite other agency equipment leads to share
ideas, transfer technology, and coordinate efforts.

BLM National Fire Equipment Program (NFEP)
The BLM National Fire Equipment Program (NFEP) is located at NIFC. This
unit is responsible for the development, ordering, inspection, receiving, and
distribution of new fire equipment that will meet or exceed the minimum
performance standards established by the BLM Fire Equipment Group and the
BLM Engine Committee. The NFEP website is located within the BLM Fire
Operations website.

BLM Fire Equipment Status Report (FES)
Each state will submit an FES report to the NFEP annually by April 15. The
FES is required to gather baseline data including the license number, type,
make/model and location on mobile asset types (i.e., engines, off-highway
vehicles and support vehicles). The Division of Fire Operations will issue an
annual reminder notification to the Fire Operations Group (FOG) requesting this
information. The FES is available at the NFEP section of the BLM Fire
Operations website.

BLM Engine Use Report (EUR)
All BLM engines will utilize the Engine Use Report. The EUR should be printed
and completed daily as part of the Fire Equipment Maintenance and Procedure
Record (FEMPR) and entered into the BLM EUR Share Point on a monthly
basis. Access will be granted by the respective state Fire Operations Group
(FOG) representative. The EUR is available at the Engine section of the BLM
Fire Operations website.

Equipment Development
The BLM NFEP has established a fire equipment development process to ensure
that new fire equipment or technologies meet or exceed established performance
standards. All new fire equipment will follow this development process and will
be tested and evaluated under actual field conditions prior to being made
available for general ordering.

Fire Equipment Standardization
Standardization of fire equipment aids in the ability to produce equipment that
effectively meets the Bureau's mission by providing cost effective equipment
with the least impact on fire programs. Standardization also contributes to the
ability to provide effective, consistent, and quality training to the BLM fire
program workforce. The BLM Fire Equipment Group and the BLM Engine
Committee have the responsibility to establish and approve minimum
performance standards for all BLM-specific fire equipment.

Fire Engine and Command Vehicle Identifier Standards

Bureau of Land Management fire engine and command vehicle identifier standards have been established by the national Fire Operations Group and can be found at the BLM Fire Operations website.

Deficiency Reporting

The BLM Fire Equipment Improvement/Deficiency Reporting System is used to collect improvement recommendations and deficiency reports for all BLM fire equipment. The reporting system enables the BLM NFEP to build a comprehensive database to document problems, identify trends, and establish priorities for development and modification of new and existing equipment.

District/Field Offices are required to submit timely and detailed deficiency reports for problems encountered with BLM fire equipment. Reports will also be submitted for suggestions for improvement. Submitted reports will receive immediate attention. The NFEP will immediately verify receipt of the deficiency report and will follow-up with the submitting District/Field Office to correct the deficiency or work to incorporate the improvement suggestion. The Improvement/Deficiency Reporting System can be found on the BLM National Fire Equipment Program website, located within the BLM Fire Operations website.

Acquisition of Working Capital Fund Equipment

The National Operations Center (NOC) located in Denver manages the Working Capital Fund (WCF). Each class of vehicle has an established replacement cycle based on miles or hours, vehicle replacement costs, and residual value. The WCF acquires funds through Fixed Ownership and Use Rates determined by the replacement cycle. At the end of the replacement cycle, adequate funds to replace the vehicle are available. For new vehicle purchases, funds are acquired/secured by the receiving unit and the new purchase is added to the WCF. The NOC monitors vehicle usage and replacement cycles, and notifies the NFEP when vehicles need to be replaced. The NFEP then coordinates with the receiving unit to order the replacement vehicle. When the order is placed, the NFEP works with the BLM Fleet Manager, the receiving unit, contracting, and the vendor to fill the order.

Funding

Procurement of nonstandard equipment with fire management funds when standard equipment is available must have written approval by the Fire Operations Division Chief (FA-300) and the State Fire Management Officer. Most fire vehicles are funded through the WCF. Other types of fire equipment are funded through the normal budget process at the state and local level. Specialized equipment may be funded in a variety of ways including through the Fire and Aviation Directorate, special project allocations, available mid or year end funds, state or local funding, interagency agreement, or through the WCF.

BLM Mobile Fire Equipment Ordering

Ordering of BLM mobile fire equipment is completed through the NFEP at NIFC. Available equipment is listed in the BLM Fire Equipment Ordering System (FEOS) web page. Contact the National Fire Equipment Program for additional information.

States have the authority to order their own equipment using WCF funds. However, the BLM has established required equipment and performance standards for new equipment. These standards have been established to reduce excessive procurement costs, maintain common operational functions, and provide a Bureau wide standard fire fleet.

All WCF 600 class vehicles must be ordered through FEOS. If states order their own equipment using WCF funds, they must have approval from the WCF Fleet Manager, State Fire Management Officer, and the Fire Operations Division Chief (FA-300) prior to ordering.

Equipment Modification/Retrofitting

Modification proposals must be submitted through the Improvement/Deficiency reporting system or applicable FOG subcommittee for consideration and approved through the NFEP. Unauthorized modifications and retrofits have the potential to negatively impact equipment quality and safety and void manufacturer warranties. In such cases, the financial burden of corrective action will be borne by the home state/unit preparedness funding.

Property Transfer/Replacement

Surplus and early turn-in fire vehicles may be transferred to another unit for continued service with the approval of the State Fire Management Officer and the WCF Manager. In these instances, the vehicle remains in the same class, and the FOR and use rates will continue to be charged to the unit acquiring the vehicle. Units may dispose of fire vehicles prior to the normal replacement date. In these instances, no future replacement is automatically provided and there is no accrued credit for the FOR collected on that unit prior to disposal. Units acquiring this type of equipment continue payment of the FOR and use rates. Mobile fire equipment transfers to other agencies or organizations must be approved by the NFEP and FA-300 prior to initiating any transfer actions.

Conversions

Offices requesting to convert replacement fire equipment to a different class of equipment must follow and provide the following criteria and documentation:

- Proposed changes meet current and future preparedness requirements identified in Resource/Land Management Plans and Fire Management Plans.
- Proposed changes result in an overall cost savings to the government.

If any proposed changes in equipment result in additional overall costs to the government, documentation must include:

- Increased production rates which may offset additional costs.
- The requesting states availability of sufficient funds to cover additional costs.

BLM units will use the standard form available on the BLM Fire Operations website to provide required documentation for approval for conversions, transfers, and excess vehicles.

BLM Engine Equipment Inventory

BLM engines will be stocked as per the BLM National Engine Equipment Inventory found at the BLM Fire Operations Website.

Fire Equipment Maintenance and Care Standards

BLM fire equipment will be maintained to reflect the highest standards in performance and appearance, and will meet the following standards:

- Equipment exterior:
  - Clean and waxed
  - Free of debris
  - Items secured
  - Windows and mirrors cleaned
  - All mechanical systems in good working order
- Equipment interior:
  - Cab and compartments free of dirt and debris
  - Cab free of loose items
  - Equipment stored in appropriate compartments and organized
  - Windows and mirrors cleaned
  - Mechanical systems in good working order

Equipment will be stored in sheltered areas away from environmental elements whenever possible to prevent damage to critical seals, mechanical components, and the high-visibility finish.

Fire Equipment Maintenance and Procedure Record (FEMPR)

The Fire Equipment Maintenance Procedure and Record (FEMPR) will be used to document daily inspections and all maintenance for all WCF Class 600 fire equipment and any other vehicles used for fire suppression operations. The FEMPR shall be maintained and archived to record historic maintenance for the duration of the vehicle's service life. This historical data is beneficial in determining trends, repair frequency, and repair costs. The FEMPR can be found at the BLM Fire Operations website.

Apparatus safety and operational inspections will be performed at the intervals recommended by the manufacturer and on a daily and post-fire basis as required. For engines and water tenders, all annual inspections will include a pump gpm

test to ensure the pump/plumbing system is operating at or above the manufacturer's minimum rating for the pump.

BLM Implementation of the Department of the Interior (DOI) Authorization for Use of Government Passenger Carrier(s) for Home-to-Work Transportation

The BLM recognizes the need for domiciling fire vehicles for specific positions during fire season in order to provide for more immediate response to wildfires during off-duty hours, and has been granted this authority by DOI.

- Only those positions authorized and pre-identified within the DOI memorandum will have the authority to domicile designated government vehicles.
- This authority is intended only for individuals in first response fire leadership roles who may be responding to initial attack fires directly from their home after hours.
- Government vehicles are used solely for official business and domiciled only during core fire season months when there is a heightened level of current or expected fire activity.
- Authorized positions will be recertified every two years and may be revised at that time.
- Units are responsible for maintaining documentation of home-to-work use of government vehicles. This documentation will be reviewed during annual fire and aviation preparedness reviews. A BLM standard tracking form has been developed and may be used for this purpose. It can be found on the BLM Fire Operations website at http://web.blm.gov/internal/fire/fire_ops/toolbox.htm.
- Refer to Instruction Memorandum No. FA IM-2013-023 for more information.

Lights and Siren Response

Responding to BLM wildland fire incidents normally does not warrant the use of emergency lights and siren to safely and effectively perform the BLM mission. However, there may be rare or extenuating circumstances when limited use of lights and sirens are appropriate and necessary due to an immediate threat to life.

Those BLM state organizations that determine a lights and sirens response is necessary to meet mission requirements must develop an operating plan that is signed and approved by the State Director and forwarded to the Chief, Division of Fire Operations, BLM FA. The operating plan must ensure the following:

1. All vehicles (command, engines, etc.) will be properly marked, equipped, and operated in accordance with state statutes, codes, permits, and BLM unit requirements.
2. Drivers will complete training in the proper use of lights and sirens response in accordance with National Fire Protection Association (NFPA) 1451 and 1002 standards, as well as any state requirements.

3. Engine drivers responding with lights and sirens will be minimally qualified as engine operator with a qualified engine boss in the engine; otherwise, driver must be engine boss qualified. Command vehicle drivers will be minimally qualified as single resource boss.
4. Lights and sirens will meet NFPA and state code requirements.
5. Posted speed limits will be followed at all times, regardless of response type.
6. Operators will stop or reduce speed as circumstances dictate prior to proceeding through all intersections.
7. Traffic light changing mechanisms (e.g., Opticons) will only be used under formal written agreement with state and local governments. They will be used only when they are necessary to create safe right-of-way through urban high-traffic areas. All pertinent state and local statutes and procedures will be adhered to.
8. Authorization to respond with lights and sirens does not cross state lines. No driver will be authorized by one state to operate with lights and sirens in another state.

BLM Firefighters

Introduction
Firefighters operate within the Incident Command System (ICS), which is a component of the National Incident Management System (NIMS).

In the ICS, firefighters are either assigned as single resource overhead (individuals assigned to specific supervisory or functional positions) or as members of an organized unit. The individuals within these units are trained to provide different levels and types of tactical, logistical, and managerial capability.

These units include:
- **Hand Crews –** Vehicle mobile firefighters that specialize in the use of hand tools, chainsaws, portable pumps, and ignition devices for tactical operations. Hand crew types include Interagency Hotshot Crews (IHC)s, Type 2 Initial Attack Crews, Type 2 Crews, and Fire Suppression Modules.
- **Engine Crews –** Engine mobile firefighters that specialize in the use of engines for tactical operations.
- **Helitack –** Helicopter mobile firefighters that specialize in the use of helicopters for tactical and logistical operations.
- **Smokejumpers –** Fixed wing aircraft and parachute mobile firefighters that specialize in the use hand tools, chainsaws, and ignition devices for tactical operations.

BLM Firefighter Priority for Use
- Initial attack on lands for which the BLM has suppression responsibility.
- Other fire suppression/management assignments on BLM lands.

- Other fire suppression/management assignments on other agency lands.
- All Hazard – ESF#4 reference:
  http://web.blm.gov/internal/fire/budget/Reference_docs/esf4/ESF4_page.htm.

BLM Fire Operations Group National Preposition Strategy

The Fire Operations Group (FOG) has established an Asset Intelligence Spreadsheet for priority placement and prepositioning of suppression resources. Information can be found on the FOG website at http://web.blm.gov/internal/fire/fire_ops/fog.htm.

Mobilization of BLM Firefighters

BLM firefighters are mobilized to perform the following functions:

- Suppress fires and manage wildland fire incidents;
- Improve BLM initial attack capability;
- Maximize the utilization of limited BLM fire operational assets;
- Provide additional fire management capability in high tempo periods;
- Provide experience and developmental opportunities to BLM firefighters;
- Perform fire management project work or assignments; or
- Perform other project work or assignments.

There are six funding mechanisms for mobilizing BLM firefighters:

- Preparedness funding
- Suppression funding
- Short-term severity (State-level/Regional-level Severity) funding
- National-level severity funding
- National preposition funding
- State discretionary preposition funding

Preparedness Funding

Preparedness funding may be used to mobilize resources for normal preparedness activities such as:

- Movement of resources within a unit not associated with fire activity;
- Detailing firefighters to fill vacant positions;
- Project work or normal preparedness activities; and/or
- Training.

Fire managers have the authority to expend preparedness funding for preparedness activities. Mobilization of non-BLM federal resources with BLM preparedness funding requires a reimbursable agreement.

Suppression Funding

Suppression funding is used to mobilize resources to wildland fire incidents. BLM firefighters are mobilized directly to incidents using established methods (resource orders, initial attack agreements, dispatch plans, response plans, etc.).

Short-Term Severity (State-Level Severity)

Short-term severity funding may be used to mobilize resources for state/regional short-term severity needs that are expected to last less than one week, such as:

- Wind events;
- Cold dry front passage;
- Lightning events; and/or
- Unexpected events such as off-road rallies or recreational gatherings.

Each state director and the Fire and Aviation division chiefs for Operations and Aviation have been delegated the authority to expend "short-term" severity funds per fiscal year. This discretionary severity authorization can be expended for appropriate severity activities without approval from Fire and Aviation. States will establish a process for requesting, approving, and tracking short-term severity funds.

National-Level Severity Funding

National-level severity funding is used to mobilize resources to areas where:

- Preparedness plans indicate the need for additional preparedness/ suppression resources;
- Anticipated fire activity will exceed the capabilities of local resources;
- Fire season has either started earlier or lasted longer than identified in the Fire Danger Operating Plan;
- An abnormal increase in fire potential or fire danger (e.g., high fine fuel loading, fuel dryness) not planned for in existing preparedness plans; and/or
- There is a need to mitigate threats to values identified in Land and Resource Management Plans with AD, Fire and Aviation concurrence.

In addition to the above criteria, the AD, Fire and Aviation may consider other factors when approving requests for national severity.

Guidance for requesting and utilizing national-level severity funding is found in Chapter 10 and on the BLM Fire Operations website. Requests should be consolidated by state, coordinated with Fire and Aviation, and then submitted to Fire and Aviation by the State Director. The official memo requesting funds should be mailed to the Assistant Director, Fire and Aviation. An electronic copy should also be e-mailed to "BLM_FA_Severity@blm.gov."

Severity funding requests will be accepted and approved for a maximum of 30 days, regardless of the length of the authorization. Use of severity funding must be terminated when abnormal conditions no longer exist. If the fire severity situation extends beyond the 30-day authorization, the state must prepare a new severity request.

An approval memo from Fire and Aviation will list authorized resources along with a cost string code for each state and field office to use for all resources. All

resources authorized through this process will be counted in the state's severity
authorization limit, including extension of exclusive use aircraft contracts.

In order to support the BLM national aviation strategy, which includes
prioritized allocation based on need, air resource mobility, and cost containment,
a state may be directed to release an air resource to another state. All charges
related to releasing an air resource will be covered by Fire and Aviation or the
receiving state.

National Preposition Funding
National preposition funding is used to mobilize resources to areas with
anticipated fire activity when other funding is not available. Units may request
national preposition funding from FA to acquire supplemental fire operations
assets to increase initial attack capability. National preposition funding may be
used to mobilize resources when BLM units:
- Do not have available preparedness funding;
- Do not have available short-term severity funding; or
- Do not meet the criteria for use of national severity funding.

Approved national preposition funding may be used only for travel and per diem
costs for the duration of the assignment, and overtime labor costs associated
with the original preposition move.

Each State Director has been delegated the authority to expend national
preposition funding within an allocation limit established annually through
issuance of an Instruction Memorandum. The criteria stated above apply to this
allocation.

- National Preposition Request Process
  - Unit FMO identifies need and notifies State FOG representative. FOG
    representative informs SFMO.
  - FOG representative coordinates with unit FMO to verify need and
    determine asset types, numbers, and projected preposition location.
  - Requesting FOG representative queries FOG group and identifies
    available assets.
  - Requesting and sending FOG representatives jointly complete the BLM
    Preposition Request Form found on the BLM Fire Operations website.
  - Requesting FOG representative will submit the request electronically
    via e-mail to "BLM_FA_Prepositioning@blm.gov" to acquire Division
    of Fire Operations (FA-300) approval. If aviation assets are requested,
    FA-300 will coordinate with the National Aviation Office (FA-500)
    and secure FA-500 approval.
  - FA-300 will notify the requesting and sending FOG representatives via
    e-mail when the request is approved.

- o After securing FA-300/500 approval, the requesting FOG representative places name request order(s) for specified assets through normal coordination system channels.
- o Responding BLM assets will be assigned to a temporary host unit by the receiving FOG representative.
- o Responding assets, sending/receiving FOG representatives, and the temporary host unit will negotiate length of assignment and crew rotation, and ensure that prepositioned personnel meet work/rest requirements.

BLM preposition funding request information can be found at the BLM Fire Operations website.

State Discretionary Preposition Funding
Each State Director has been delegated the authority to expend preposition funding for prepositioning activities in amounts determined by the BLM Fire Leadership Team. This discretionary preposition funding authorization can be expended for appropriate preposition activities (according to the criteria established for National Preposition Funding) without approval from the AD, FA.

Each state will establish a process to document requests and approvals, and maintain information in a file.

BLM Fire Training and Workforce Development

BLM Fire Training and Workforce Development Program
The BLM National Fire Training and Workforce Development Program is located at NIFC and works for the BLM Chief, Preparedness/Suppression Standards. The program develops the wildland firefighting workforce through qualification standards, training standards, and workforce development programs in support of BLM fire management.

BLM Standards for Fire Training and Workforce Development
The BLM Fire Training and Workforce Development Program, in coordination with the BLM Fire Operations Group and the BLM Fire Training Committee, is responsible for publishing the *BLM Standards for Fire Training and Workforce Development.* The *BLM Standards for Fire Training and Workforce Development* provides fire and aviation training, qualifications, and workforce development program management direction. This document is available at http://www.blm.gov/nifc/st/en/prog/fire/training/fire_training.html.

1 BLM Firefighters General Non-Fire Training Requirements

2 **Administratively Determined (AD) and Emergency Firefighters (EFF)**

Training Required	Initial Requirement/ Frequency	Delivery Method/ Responsible Party
Defensive Driving (If operating GOV, including rental or leased, vehicle for official purposes.)	- Prior to operating motor vehicle for official purposes. - Once every three years.	- Instructor-led (initial) - DOI Learn or Instructor-led (recurrency) - Unit Safety Manager
First Aid/ Cardiopulmonary Resuscitation (CPR)	- Upon initial employment. - Every 3 years or per certifying authority. At least two persons per crew (GS or AD) shall be current and certified.	- Instructor-led - Unit Safety Manager

3 **Agency Permanent, Career Seasonal, and Temporary Firefighters**

Training Required	Initial Requirement/ Frequency	Delivery Method/ Responsible Party
Safety Orientation	- Once	- Instructor-led - Supervisor
Bloodborne Pathogens	- Once: Awareness level. For employees not at increased risk (e.g., non-fireline support personnel) - Annually: For employees at increased risk due to assigned duties (e.g., IHC, Helitack, SMKJ, Engine Crew)	- Instructor-led - Unit Safety Manager
Defensive Driving	- Prior to operating motor vehicle for official purposes - Once every three years	- Instructor-led (initial) - DOI Learn or Instructor-led (recurrency) - Unit Safety Manager
First Aid/ Cardiopulmonary Resuscitation (CPR)	- Upon initial employment - Every 3 years or per certifying authority	- Instructor-led - Unit Safety Manager
HAZMAT - First Responder Awareness Level	- Upon initial employment - Annually	- Instructor-led - Unit Safety Manager

Training Required	Initial Requirement/ Frequency	Delivery Method/ Responsible Party
USGS Hazard Communications – GHS	- Upon initial employment	- Instructor-led, DOI Learn - Unit Safety Manager, Unit Hazardous Materials Coordinator *(Refer to WO IM No. 2013-100)*
Do What's Right/EEO/ Diversity	- Annually	- Instructor-led, DOI Learn, or as determined by EEO Manager - FMO (Do What's Right) - EEO Manager

For a complete listing of safety and health training, refer to the *BLM Manual Handbook 1112-2, Safety and Health for Field Operations.*

Driver Training for Regular Drivers of Fire Equipment
All regular drivers of engines, water tenders, helicopter support vehicles, crew carriers, fuel tenders, and fire command and support vehicles must complete BL-300 *Fire Vehicle Driver Orientation* (initially) and RT-301 *Fire Vehicle Driver Refresher Training* (annually). Course materials are available at the BLM Fire Training website at
http://www.blm.gov/nifc/st/en/prog/fire/training/fire_training.html.

For the purposes of this policy, a regular driver is defined as an employee whose duties include driving fire equipment on a regular basis. This may include highway, off-road, city, mobile attack, and extreme terrain driving.

BLM Firefighter Mandatory Physical Fitness Standards
The *Wildland Fire Qualifications System Guide* (PMS 310-1) establishes physical fitness standards for NWCG sanctioned firefighters. These standards are assessed using the Work Capacity Tests (WCT). Prior to attempting the WCT, all permanent, career-seasonal, temporary, Student Career Experience Program (SCEP), and AD/EFF employees who participate in wildland fire activities requiring a fitness level of arduous must participate in the DOI Medical Qualification Standards Program (DOI-MSP).

Employees serving in wildland fire positions that require a fitness rating of arduous as a condition of employment are authorized one hour of duty time each work day for physical fitness conditioning. Employees serving in positions that require a fitness rating of moderate or light may be authorized up to three hours per week.

Units will maintain a fitness program that ensures BLM firefighters will possess the physical ability to perform the duties of their positions safely and effectively

while ensuring compliance with the requirements of the Work Capacity Test (WCT).

Information on the WCT and the DOI-MSP is located in Chapter 13 of this publication. Fitness and conditioning information may be found at www.nifc.gov/FireFit/index.htm.

BLM National Fire Operations Fitness Challenge

The BLM national fire operations fitness challenge encourages and recognizes achievement in physical fitness by BLM firefighters. The fitness challenge provides a common system by which BLM firefighters can measure current fitness, establish fitness goals, and track fitness improvement. The fitness challenge is voluntary, but BLM firefighters are encouraged to participate and, at a minimum, meet the level 1 achievement. The fitness challenge tests participants in four basic exercises - push-ups, pull-ups, sit-ups and a timed run of either 1.5 or 3.0 miles. Test results are compiled into a final overall score. Unit and state offices are encouraged to support and recognize achievement in firefighter fitness. The BLM FA Division of Fire Operations will recognize high achievers annually. Specific information on the fitness challenge, the points chart, and the score sheet are located in the Toolbox section of the BLM Fire Operations Website.

Achievement levels:
- Level 1: 100 points, minimum 20 points per event
- Level 2: 100 points, minimum 25 points per event
- Level 3: 200 points, minimum 25 points per event
- Level 4: 300 points, minimum 25 points per event
- Level 5: 400 points (maximum score)

Scoring:

Points	3-mile Run	1.5-mile Run	Pull-ups (3 minutes)	Push-ups (3 minutes)	Sit-ups (3 minutes)
20	26:43	11:40	6	23	36
25	25:20	11:00	7	25	40
50	22:30	9:30	10	35	60

Interagency Fire Program Management Standards

The BLM follows the *Interagency Fire Program Management Qualifications Standards and Guide (IFPM Standard), January 2000*. The IFPM Standard does the following:
- Establishes minimum qualifications standards for 12 key fire management positions. These standards include 1) basic requirements, 2) specialized experience requirements, 3) NWCG incident management qualifications, 4) additional required training.

1 • Provides a "complexity rating for program management" table, which is
2 used to determine overall complexity of the unit-level fire program. This is
3 used because qualification standards for some of the 12 identified positions
4 are tied to fire program complexity.

5 State- and unit-level fire managers should consult human resources officials and
6 apply the IFPM Standard as appropriate. IFPM information is located at:
7 http://www.ifpm.nifc.gov.

8 **BLM Hand Crews**

9 **BLM Hand Crew Standards (all crew types)**
10 • **Language** – CRWB and FFT1: must be able to read and interpret the
11 language of the crew as well as English.
12 • **Flight Weight** – 5,300 pounds.
13 • **Personal gear** – Sufficient for 14-day assignments.
14 • **Physical fitness** – Arduous, all positions.
15 • **Required Equipment and PPE** – Fully equipped as specified in the
16 *Interagency Standards for Fire and Fire Aviation Operations.*

17 **BLM Hand Crew Standards by Type**

Crew Type	Type 1	Type 2IA	Type 2	Fire Suppression Module
Crew Size	Minimum 18 Maximum 22	Minimum 18 Maximum 20	Minimum 18 Maximum 20	Minimum 5 Maximum 10
Leadership Qualifications	1 Supt. 1 Asst. Supt. 3 Squad Leaders **or** 1 Supt. 2 Asst. Supt. 2 Squad Leaders	1 CRWB 3 ICT5	1 CRWB 3 FFT1	1 SRB/ICT5 2 FFT1 2 FALA
Incident Management Capability	Operate up to 3 independent squads w/ T4 and T5 command capability	Operate up to 3 independent squads with T5 command capability	Operate as single crew in full crew configuration	Operates as a single module w/T5 command capability

Crew Type	Type 1	Type 2IA	Type 2	Fire Suppression Module
Language Requirement	All senior leadership including Squad Bosses and higher must be able to read and interpret the language of the crew as well as English.	Same as Type 1	Same as Type 1	Same as Type 1
Crew Experience	80% of the crewmembers must have at least 1 season experience in fire suppression	60% of the crewmembers must have at least 1 season experience in fire suppression	20% of the crewmembers must have at least 1 season experience in fire suppression	Agency only
Full-Time Organized Crew	Yes (work and train as a unit 40 hours per week)	No	No	No
Crew Utilization	National Shared Resource	Local unit control	Local unit control	Local unit control
Communication	7 programmable handheld radios 1programmable mobile radio in each truck	4 programmable handheld radios	4 programmable handheld radios	2 programmable handheld radios
Sawyers	3 FAL2	3 FAL3	None	None
Training	40 hours annual training prior to assignment.	40 hours Basic firefighter training **or** once red carded, 4 hours annual fireline refresher training prior to assignment.	40 hours Basic firefighter training **or** once red carded, 4 hours annual fireline refresher training prior to assignment.	40 hours Basic firefighter training **or** once red carded, 4 hours annual fireline refresher training prior to assignment.

Crew Type	Type 1	Type 2IA	Type 2	Fire Suppression Module
Logistics	Squad-level agency purchasing authority	Crew-level agency purchasing authority recommended	No purchasing authority	Self-sufficient for 48 hours; purchasing authority recommended
Maximum Weight	5,300 lbs	5,300 lbs	5,300 lbs	N/A
Dispatch Availability	Available Nationally	Available Nationally	Variable	Variable
Production Factor	1.0	.8	.8	Variable
Transportation	Own transportation	Need transportation	Need transportation	Own transportation
Tools and Equipment	Fully equipped, Crew First Aid Kit	Not equipped	Not equipped	Variable
Personal Gear	Arrives with personal first aid kit, headlamp, 1 qt canteen, web gear, sleeping bag, personal gear for 14 days	Same as Type 1	Same as Type 1	Same as Type 1
PPE	All standard designated fireline PPE	Same as Type 1	Same as Type 1	Same as Type 1
Certification	Must be annually certified by the local host unit Agency Administrator or designee prior to being made available for assignment	N/A	N/A	N/A
Works together 40 hours/week	Yes	No	No	No

BLM Interagency Hotshot Crews (IHCs)

BLM IHCs will meet all requirements found in the *Standards for Interagency Hotshot Crew Operations (SIHCO)* and the *Interagency Standards for Fire and Fire Aviation Operations* while providing a safe, professional, mobile, and highly skilled hand crew for all phases of fire management and incident operations.

BLM IHC Locations

State	Crew	Location
AK	Chena	Fairbanks
	Midnight Sun	
CA	Diamond Mountain	Susanville
	Kern Valley	Bakersfield
CO	Craig	Craig
ID	Snake River	Pocatello
MS	Jackson	Jackson
NV	Silver State	Carson City
NV	Ruby Mountain	Elko
OR	Vale	Vale
UT	Bonneville	Salt Lake City

BLM IHC Annual Crew Mobilization

Prior to becoming available for mobilization, each BLM IHC will complete the BLM Hotshot Crew Preparedness Review Checklist (#18) and the Annual IHC Mobilization Checklist (SIHCO, Appendix C). The IHC Superintendent, supervising fire management officer, and supervising agency administrator will complete both checklists. Completed and signed checklists will be sent to the State Fire Management Officer for concurrence. Upon concurrence, the State Fire Management Officer will notify the appropriate Geographic Area Coordination Center and the Branch Chief, Preparedness and Suppression Standards (FA-320) of crew status, and provide copies of the BLM Hotshot Crew Preparedness Review Checklist (#18) and the Annual IHC Mobilization Checklist (SIHCO, Appendix C) to each.

BLM IHC Decertification and Recertification

Changes to crew qualifications and capabilities should be closely examined by the superintendent to ensure that all requirements contained in the SIHCO are met. Any BLM IHC that is unable to meet the minimum requirements will be placed in Type 2IA status until the requirements can be met. Exceptions to the requirements must be requested by the State Fire Management Officer (for IHCs based in the Eastern and Southern Geographic Areas, the request must be made

by the State Director, Eastern States), and may be granted on a case-by-case basis by the Chief, Division of Fire Operations (FA-300).

Short-term inability to meet the requirements may not necessarily require recertification, but will require completion of the Annual IHC Mobilization Checklist (SIHCO, Appendix C) and concurrence from the Branch Chief, Preparedness and Suppression Standards before regaining IHC status. Longer-term or more significant failures to meet the requirements may require the full recertification process as stated in the SIHCO, with oversight from the Division of Fire Operations.

BLM IHC Size

Standard crew size is 20 with a maximum of 22. For national mobilization, BLM IHCs will have a minimum of 18 personnel. BLM IHC superintendents will obtain prior approval from the respective GACC when the assignment requires fixed wing transport of an IHC with more than 20 personnel.

BLM IHC Status Reporting System

BLM IHCs will utilize the National IHC Status Reporting System to report availability, assignment status, and unavailability periods. Refer to Chapter 13 for instructions on how to report.

BLM IHC Training and Qualification Requirements

Role	NWCG Qualification	Fire Training	
Firefighter	FFT2	IS-700.A	*NIMS: An Introduction*
		I-100	*Intro to ICS*
		S-130	*Firefighter Training*
		S-190	*Intro to Wildland Fire Behavior*
		L-180	*Human Factors on the Fireline*
Senior Firefighter	FFT1	All the above plus:	
		S-211	*Portable Pumps and Water Use*
		S-212	*Chain Saws*
		S-131	*Firefighter Type 1*
		S-133	*Look Up, Look Down, Look Around*
		S-270	*Basic Air Operations*
		S-290	*Intermediate Fire Behavior*
Squad Boss	ICT5 CRWB[1]	All the above plus:	
		I-200	*Basic ICS*
		S-215	*Fire Ops in the WUI*
		S-230	*Crew Boss (Single Resource)*
		S-219	*Firing Operations*
		S-260	*Incident Business Management*
		L-280	*Followership to Leadership*

Role	NWCG Qualification	Fire Training
Assistant Superintendent	STCR ICT4	All the above plus: IS-800.B *NRF: An Introduction* I-300 *Intermediate ICS* S-200 *Initial Attack IC* S-330 *Task Force/Strike Team Leader* S-390 *Intro to Wildland Fire Behavior Calculations* L-380 *Fireline Leadership* M-410 *Facilitative Instructor or equivalent*
Superintendent	TFLD ICT4 FIRB	All the above

[1]CRWB will be required for BLM IHC Squad Bosses on October 1, 2017.

BLM Fire Suppression Modules

BLM Fire Suppression Modules are comprised of 5-10 firefighters and are used primarily for wildfire suppression, fuels reduction, and other fire management duties. They are capable of performing self-contained initial attack suppression operations, and can generally provide incident management capability at the Type 5 level.

BLM Fire Suppression Module Mobilization

BLM Fire Suppression Modules will be statused, tracked, and mobilized in the ROSS system using an Overhead Group Request; Module, Wildland Fire, Type 1 (WFM1) or Type 2 (WFM2).

BLM Wildland Fire Modules

Refer to Chapter 13.

BLM Engines

BLM engines carry 2-6 firefighters and are used primarily for wildfire suppression, fuels reduction, and other fire management duties. They are capable of performing self-contained initial attack suppression operations, and can generally provide single resource incident management capability up to the Type 4 level.

BLM Engine Ordering

- BLM engines will status themselves with their local dispatch center in accordance with local policy and procedure.
- Availability of BLM engines for off unit assignments rests with local unit fire management.

- BLM units needing engines from another state for support will contact their state operations lead with a request.
- The state operations lead will contact the FA Division of Operations or other BLM state office operations leads with the request.

BLM Engine Typing

BLM engines are typed according to interagency standards as established by NWCG. See Chapter 14 for engine typing standards.

BLM Engine Minimum Staffing Requirements

All BLM engines will meet these staffing standards on every fire response:

- BLM engines operating with five or more personnel will always have a fully qualified ENOP (other than the Engine Boss). The Engine Boss must be qualified as ICT4;
- BLM engines operating with four personnel will always have an FFT1 (other than the Engine Boss). The Engine Boss must be qualified as ICT5;
- BLM Engines operating with three or fewer personnel must have an Engine Boss qualified as ICT5 or higher; and
- Chase vehicles are considered part of the engine staffing.

BLM utilizes the term "Engine Captain" to describe an individual whose position description reflects primary responsibility as a supervisory wildland firefighter of a wildland fire engine in a BLM fire management organization. "Engine Captain" is not a fireline qualification.

BLM WCF Vehicle Class	NWCG Type Class	Engine Boss	Engine Operator	Engine Crewmember
625 Unimog	4	1	1	1
626 Unimog	4	1	1	1
650 Hummer	6	1		1
662 Light	6	1		1
663 Light	6	1		1
664 Enhanced Light	6	1		1
665 Interface	3	1		2
667 Heavy Engine	3, 4	1		2
668 Super-heavy Engine[1]	3, 4	1	1	1
668 Super-heavy Tactical Tender[1]	2 (Tender)	1		1
669 Tactical Water Tender	1, 2 (Tender)		1	1
669 Non-Tactical Water Tender[2]	1, 2, 3 (Tender)	See footnote 2 below	See footnote 2 below	See footnote 2 below

[1]All WCF class 668 super-heavy engines will be minimally staffed as Type 3 or 4 engines with an Engine Boss, Engine Operator, and Engine Crewmember. All WCF class 668 super-heavy tactical water tenders (2 seats, Tatra chassis, volume pump rated at 250 GPM and 150 PSI or better) will be minimally staffed with an Engine Boss and an Engine Crewmember.
[2]A WCF class 669 non-tactical water tender may be staffed with a crew of one driver/operator when it is used in a support role as a fire engine refill unit or for dust abatement. These operators do not have to pass the Work Capacity Test (WCT) but are required to take annual refresher training, and possess a CDL with tank endorsement, and air brake endorsement (if applicable).

When staffing a BLM engine with an employee from another agency on a short-term basis (detail, severity assignment, etc.), the qualification standards of that agency will be accepted. These qualifications must meet PMS 310-1 requirements for the position that the detailed employee is serving in. Fire Management Officers should consider requiring these employees to attain BLM required training and qualifications for long-term details/assignments.

BLM Engine Training and Qualification Requirements

BLM has established additional training and qualification requirements for Engine Operator (ENOP) and Engine Boss (ENGB). These additional requirements are listed below.

Fireline Position	Required Training and Qualifications
Engine Crewmember	IS-700.A *NIMS: An Introduction* I-100 *Introduction to ICS* L-180 *Human Factors in the Wildland Fire Service* S-130 *Firefighter Training* S-190 *Introduction to Wildland Fire Behavior*
Engine Operator	Qualified as FFT1 PMS-419 *BLM Engine Operator Course* L-280 *Followership to Leadership* S-131 *Firefighter Type 1* S-133 *Look Up/Down/Around* S-211 *Portable Pumps and Water Use* S-212 *Wildland Fire Chain Saws* S-260 *Interagency Incident Business Management* S-290 *Intermediate Wildland Fire Behavior*
Engine Boss	Qualified as ENOP and ICT5 I-200 *Basic ICS* S-215 *Fire Operations in the Wildland/Urban Interface* S-230 *Crew Boss (Single Resource)* S-290 *Intermediate Wildland Fire Behavior*

BLM Engine Driver Requirements

For engines greater than 26,000 GVWR, the driver of the engine is required to possess a commercial driver's license. Refer to Chapter 7 for more information.

WCF class 650 and 668 vehicle drivers are required to complete *WCF Class 650 and 668 Driver and Maintenance Training* (once). *WCF Class 650 and 668 Driver and Maintenance Training* may be conducted at the unit/zone/state level utilizing qualified and experienced 650 and 668 operators, with prior approval and oversight by the NFEP. The NFEP maintains a list of qualified cadre members to assist as needed. NFEP staff are available as unit instructors; the hosting unit is responsible for course coordination.

All hands-on components of engine driver training courses will be conducted on the specific vehicle or vehicle type that the driver will be using.

Equivalent courses that satisfy driver training requirements, such as the National Safety Council sanctioned *Emergency Vehicle Operator Course* (EVOC), will be approved in writing by the Division Chief, Fire Operations, FA on a case-by-case basis.

BLM engine driver training satisfies the Bureau requirement for 4X4 driver training stated in H-1112-1, Chapter 15.

BLM Smokejumpers

BLM Smokejumpers operate in teams of 2-8 firefighters and are used primarily for wildfire suppression, fuels reduction, and other fire management duties. They are capable of performing self-contained initial attack suppression operations, and commonly provide incident management capability at the Type 3 level. BLM Smokejumpers provide personnel to Type 1 and Type 2 incidents as command and general staff or other miscellaneous single resource. The primary locations of the BLM smokejumper bases are Boise, Idaho and Fairbanks, Alaska.

BLM Smokejumper (SMKJ) Operations
BLM smokejumper operational and administrative procedures are located in the *Interagency Smokejumper Operations Guide (ISMOG), the BLM Ram-Air Training Manual (RATM), the Great Basin Smokejumpers User Guide, Alaska Geographic Area Coordination Center Mob Guide,* and other pertinent agreements and operating plans.

BLM Smokejumper Mission
BLM smokejumper aircraft are dispatched with a standard load of 8 smokejumpers and equipment to be self-sufficient for 48 hours. A typical smokejumper mission takes 30 minutes over a fire. A spotter (senior smokejumper in charge of smokejumper missions) serves as the mission coordinator on smokejumper missions. This may include coordinating airspace over a fire until a qualified ATGS arrives.

BLM Smokejumper Coordination and Dispatch

Smokejumpers are a national shared resource and are ordered according to geographic area or national mobilization guides. The operational unit for Smokejumpers is "one load" (6-10 smokejumpers). Specific information on the coordination, dispatch, ordering, and use of BLM smokejumpers can be found in the *BLM Great Basin Smokejumpers User Guide*, and in the *Alaska Geographic Area Coordination Center Mob Guide.* Contact BLM smokejumpers in Boise at (208) 387-5426 or in Alaska at (907) 356-5540 for these publications.

BLM Ram-Air Parachute System Management

The BLM has exclusive authority for all aspects of BLM Ram-Air parachute system management and operations. This includes:

- System Changes and Modifications – All BLM Ram-Air parachute system modifications, research, and development will be documented and approved using the BLM Smokejumper Modification Document (MODOC) System.

- Ram-Air Training – All smokejumpers utilizing the BLM Ram-Air Parachute system will adhere to the training processes and procedures in the *BLM Ram-Air Training Manual*.

- Malfunction Abnormality and Reporting System (MARS) – The MARS is a BLM smokejumper system used to report and document malfunctions and abnormalities associated with BLM smokejumper parachute jumping, parachute equipment, and parachute related aircraft operations. The MARS database is used by BLM smokejumper management to analyze malfunctions and abnormalities, identify trends, and initiate corrective actions. BLM retains exclusive authority to apply corrective actions to all MARS.

- BLM Approved Smokejumper Equipment List – All smokejumpers using the BLM Ram-Air parachute system will only utilize equipment listed in the BLM Approved Smokejumper Equipment List unless specific approval is authorized through a *BLM Smokejumper Modification Document* (MODOC).

- Incidents, Reviews, and Accident Investigations – BLM smokejumpers will follow all procedures for accident review and investigation as outlined in the *Interagency Standards for Fire and Fire Aviation Operations* Chapters 2 and 18. The BLM smokejumpers will report incidents/accidents as appropriate, on the *MTDC Injury Reporting Form*, and the *Interagency Smokejumper Mission Incident Worksheet*. A BLM Smokejumper subject matter expert will participate in any investigation or review involving the BLM Ram-Air Parachute System.

- Adherence to Agency Policies and Manuals – BLM will adhere to its own policies, guidelines, manuals, handbooks and other operational documents as they pertain to smokejumper parachuting operations. The Smokejumper Base Managers will work through established command channels to change BLM Ram-Air Parachute System policies, guidelines, manuals, handbooks

and other operational documents, and/or to request research and development of new products.

BLM Smokejumper Aircraft

BLM Smokejumpers use aircraft approved by the Interagency Smokejumper Aircraft Screening and Evaluation Subcommittee (SASES). All aviation operations will be performed according to agency policies and procedures. BLM Smokejumper-specific aviation standards are identified in the *BLM Smokejumper Air Operations Manual*.

BLM Smokejumper Training

To ensure proficiency and safety, smokejumpers complete annual training in aviation, parachuting, fire suppression, administration, and safety. Experienced jumpers receive annual refresher training in these areas. First-year smokejumpers undergo a rigorous 4-5 weeks long smokejumper training program.

Candidates are evaluated to determine:
- Level of physical fitness
- Ability to learn and perform smokejumper skills
- Ability to work as a team member
- Attitude
- Ability to think clearly and remain productive in a stressful environment

BLM Smokejumper Training and Qualification Targets

Position	IQCS Target	Smokejumper Training Target
Department Managers	T1 and T2 C&G	
Spotter	ICT3, DIVS, ATGS RXB2, SOFR	
Senior Smokejumper	STLD, TFLD	Senior Rigger, FOBS
Smokejumper	ICT4, CRWB, FIRB	FEMO
Rookie Smokejumper	ICT5	

BLM Smokejumper Jump Proficiency Guideline

To ensure proficiency and safety, it is the goal of BLM smokejumpers to perform a training or operational jump every 14 days. A longer duration time period between jumps can occur due to fire assignments or other duties. Guidelines for managing gaps between jumps beyond 14 days are included in the BLM Ram-Air Training Manual. Funding for currency and/or training jumps are included in the home unit's normal preparedness budgets. Units hosting contingents or spike bases will not be charged for any proficiency jump or related activities.

BLM Smokejumper Physical Fitness Standards

The national smokejumper physical fitness standards are mandatory. All BLM smokejumpers must pass the national smokejumper physical fitness standards in order to participate in smokejumper parachute training.

The BLM smokejumper physical fitness target standards are voluntary. The target standards are established to provide BLM smokejumpers a common standard against which to gauge their physical fitness level. BLM smokejumpers are encouraged to meet or exceed these standards.

National Smokejumper Standard

(Two options)*:
  A.   1.5-mile run in 10:47 minutes or less, or
  B.   3-mile backpacking with a 110-pound load within 65 minutes.

30 push-ups
6 pull-ups
Arduous Work Capacity Test

*This element is tested during Smokejumper Rookie Training.

Retesting

National smokejumper physical fitness retesting criteria closely follows similar criteria for the Work Capacity Test stated in Chapter 13 of this document.

Retesting criteria include:
- Returning BLM smokejumpers will be provided up to three opportunities to pass the national smokejumper physical fitness standards. Each retest will occur no sooner than 24 hours after failing the previous test, and will consist of **all** elements of the smokejumper physical fitness test.
- BLM smokejumper candidates will be provided one opportunity to pass the BLM National Smokejumper Standard.
- If an employee sustains an injury (verified by a licensed medical provider) during a test, the test will not count as an attempt. Once an injured employee has been released for full duty, the employee will be given time to prepare for the test (not to exceed 4 weeks).

BLM Exclusive Use Helitack Crews

The BLM contracts for the exclusive use of vendor supplied and supported helicopters. These aviation resources are Type 2 (medium) or Type 3 (light) helicopters and are located at BLM Districts throughout the western United States. Helitack Crews are assigned to manage each contracted helicopter and perform suppression and support operations to accomplish fire and resource management objectives.

Each contract specifies a Mandatory Availability Period (MAP) that the aircraft will be assigned for the exclusive use of the BLM. The National Aviation Office provides the funding to pay for the aircraft's availability costs.

The BLM host unit is responsible for providing a Helitack Crew that meets the minimum experience and qualification requirements specified in the Exclusive Use Fire Helicopter Position Prerequisites in Chapter 16 of this document. Each functional or supervisory level must have met the experience and qualification requirements of the next lower functional level. The minimum daily staffing level (7 day staffing) must meet the level indicated in the *Interagency Helicopter Operations Guide (IHOG)* Chapter 2 (BLM helicopters operated in Alaska need only be staffed with a qualified Helicopter Manager).

The host unit is also responsible for providing administrative support, and *Interagency Helicopter Operations Guide (IHOG)* specified equipment, vehicles, and facilities for their Helitack Crews and any other associated specialized equipment.

BLM Exclusive Use Helicopter Locations

State	Location	NWCG Type
AK	Fairbanks	2 (4 ea.), 3 (2 ea.)
AZ	Wickenburg	3 (shared with MT)
CA	Apple Valley	2
	Ravendale	3
CO	Rifle	3
ID	Boise	3
	Twin Falls	3
MT	Lewistown	3 (shared with AZ)
	Miles City	3
NV	Elko	3
	Ely	3
	Las Vegas	3
OR	Burns	3
	Lakeview	2
	Vale	3
UT	Moab	3
	Salt Lake City	3
	St. George	3
WY	Rawlins	3

Target (Desired) Exclusive Use Helitack Crew Qualifications and Composition

The following chart indicates **target** IQCS qualifications for BLM exclusive use helitack crews. These targets are NOT required, but provide direction for increased program capabilities. This chart does not replace the minimum requirements specified in Chapter 16.

Role	Target IQCS Qualifications	Target Training
Fire Helicopter Crew Supervisor	ICT3 or DIVS, HEB1, PLDO, HLCO, ASGS	S-300 or S-339, S-378, L-381, S-375
Assistant Fire Helicopter Crew Supervisor	TFLD, HEB2, PLDO	S-215, S-330, S-390, S-371, L-380
Fire Helicopter Squad Boss	ICT4, HMGB	S-200, S-230, S-290, M-410, S-230
Helicopter Senior Crew Member	ICT5, HMGB(T)	S-372, L-280
Helicopter Crew Member	FFT1, HECM	S-131, S-133

Management Actions for Noncompliant Remote Automatic Weather Stations (RAWS)

Fire managers must be cognizant that all RAWS will not be 100% compliant with standards established in the *Interagency Wildland Fire Weather Station Standards and Guidelines* (NWCG PMS 426-3) at all times. Furthermore, even when RAWS are fully compliant and operational, RAWS data should be used only in conjunction with other predictive services and fireline data sources in fire management decision making, particularly at the tactical level.

Fire managers must monitor RAWS status and recognize when a station is noncompliant. Noncompliant stations are broadly categorized as follows:

- *Inoperative station.* This station is noncompliant but poses no danger of providing inaccurate weather data because it is not transmitting data.
- *Operating station that has exceeded the required maintenance cycle.* These stations are identified in the weekly "Wildland Fire Management Information (WFMI) weather Noncompliance Report," which is widely distributed by email and available at http://raws.fam.nwcg.gov/nfdrs.html. Although transmitted data may be accurate, noncompliance means the data should not be trusted.
- *Operating station that transmits data outside of NWCG PMS 426-3 standards due to faulty sensors or components.* These stations are most easily identified by local users who are familiar with environmental trends

and conditions and can recognize data that seems abnormal or clearly unrepresentative of current conditions. This usually indicates faulty sensors or components.

When noncompliant RAWS are identified or suspected, fire managers should implement the following hazard mitigation actions to expedite RAWS repair and to reduce risk to fire personnel:

- Contact the RAWS Help Desk (208-387-5475 or rawshelp@blm.gov). Identify the station and discuss troubleshooting steps or schedule the necessary repairs. If there are trained personnel in the local area, the Help Desk may be able to ship the required parts and coordinate the repairs via phone. If a professional technician needs to make a site visit, provide a local individual to assist, and use this opportunity to provide training for local personnel.
- Ensure that appropriate personnel and organizations know which stations are out of compliance, and which sensors are affected, if possible. Direct them to alternative weather data sources if possible.
- Use nearby compliant RAWS if available.
- Based on local knowledge of specific RAWS problems (e.g. which sensor is out of compliance), separate reliable data from unreliable data.
- Consider using data from belt weather kit readings, other portable device observations, Predictive Services or National Weather Service offices, or non-fire weather sources such as airports.

Fire managers should ensure that locally held portable RAWS are compliant prior to use; noncompliant portable RAWS will not be activated for data processing via WFMI-weather.

Sage Grouse Conservation Related to Wildland Fire

Firefighter and public safety has been, and continues to be, the BLM's highest fire management priority. Protecting, conserving, and restoring sage-grouse habitat is BLM fire management's highest natural resource objective.

The BLM's management responsibilities include taking actions on public lands to control and manage wildfire and invasive plants in order to protect, conserve, and restore sage-grouse habitat. The BLM's goal is to limit acres burned and damaged within and adjacent to sage-grouse habitat. The BLM will meet this goal through the certain management actions, including those involving renewable resource authorizations, fuels management, fire operations, and emergency stabilization prioritization. The BLM will place a high priority on treatments that will aid fire suppression and reduce fire threats within and adjacent to sage-grouse habitat. The following provides guidance to convey leader's intent while recognizing that not all of these actions and activities apply to all affected offices and successful implementation may look different throughout the BLM.

Prior to, during, and following wildland fires, BLM field offices will:

- Protect, conserve, and restore sage-grouse habitat.
- Strive to maintain and enhance resilience of sage-grouse habitat.
- Foster existing relationships with partners and develop new cooperative relationships that will help bolster BLM capacity to protect sage grouse habitat.

With regard to fire operations in sage grouse habitat, BLM field offices will:

- Prioritize firefighter and public safety including following our "Standard Firefighting Orders," mitigate any "Watch-Out Situations," and apply the principles of Lookouts, Communications, Escape Routes, and Safety Zones on all fire assignments.
- Maintain a strong and proactive preparedness capability when conditions indicate potential for multiple ignitions and large fire growth.
- Maintain situational awareness during suppression resource drawdown levels under multiple ignition and large fire growth conditions.
- Boost suppression capability in critical sage grouse habitat when severe fire weather conditions are predicted.
- Generate interest in local residents and public land users becoming a trained and equipped fire response force to work in concert with existing partners.
- Expand the use of Rangeland Fire Protection Association (RFPA) or Volunteer Fire Department (VFD) suppression resources.
- Continue and expand efforts to train and use local, non-federal agency individuals as liaisons in wildland fire detection and suppression operations.

The Fire and Aviation Directorate conducts large fire assessments for wildfires occurring in sage grouse habitat. Large fire assessments evaluate preparedness actions taken prior to large fire occurrence and response actions taken when large fires occur. These assessments will:

- Provide proactive feedback to State Directors, District Managers, and Fire Management Officers by identifying areas for improvement, successes, and best management practices;
- Confirm compliance with *Secretarial Order No. 3336, Rangeland Fire Prevention Management, Restoration* and BLM IM-2015-016;
- Minimally impact local units; and
- Provide baseline data to inform state and national post-season reviews.

These assessments are NOT a review of fireline operations.

A Large Fire Assessment will be conducted on wildland fires with any BLM-administered lands that have 10,000 acres of Primary Habitat Management Area (PHMA)/General Habitat Management Area (GHMA)/Sagebrush Focal Area (SFA) burned. For additional guidance, see FA IM-2015-030.

A webpage containing updated maps, instruction memoranda, conservation measures, best management practices, and spatial data pertaining to sage-grouse for the fire and fuels management functions can be accessed at http://www.nifc.gov/fireandsagegrouse/. Using locally-developed data to supplement these resources is encouraged.

BLM Use of Wildland Fire Decision Support System (WFDSS)

In addition to WFDSS guidance in Chapter 11, the BLM has established the following additional policy requirements for the WFDSS:

- Publishing decisions for initial attack fires in WFDSS is optional. All fires which escape initial attack or are being managed for multiple objectives require a published decision.
- Use of the web-based WFDSS application is required. If internet connections or servers are unavailable, WFDSS documentation will be completed using the "temporary WFDSS paper form" and entered into the web-based application as soon as it becomes available.
- Minimum WFDSS documentation requirements are available at the BLM Fire Operations website.
- State and field units will ensure that WFDSS Strategic Objectives and Management Requirements reflect guidance contained in current Fire Management Plans and Land/Resource Management Plans.
- BLM units may use the Spatial Fire Planning process in WFDSS if criteria in Instruction Memorandum No. FA IM-2014-010 are met.
- BLM Agency Administrators must meet fire training requirements for Agency Administrators, as specified in in this chapter.
- BLM Agency Administrators will maintain WFDSS user profiles, allowing them to approve wildfire decisions documented in WFDSS.
- BLM approvers of wildfire decisions documented in WFDSS are displayed in the Department of the Interior (DOI) WFDSS Approval Requirements Table in Chapter 11 of this document.
- Wildfire decisions, documented in WFDSS and approved by BLM Agency Administrators, constitute awareness of estimated costs of all the courses of actions (i.e., estimated final fire costs). This cost, shown in the WFDSS Cost tab, will be developed from sources such as I-Suite, ICS-209 summaries, finance units within incident management teams, estimation spreadsheets, or other sources.
- To facilitate effective wildfire management, *MS-1203* has been amended to delegate authority to local managers to approve all wildfire decisions regardless of cost thresholds. BLM District/Field Managers will approve wildfire decisions for fires which:

- o Escape initial attack;
- o Are managed for multiple objectives; or
- o Exhibit high complexity due to one or more of the following: values at risk, potential for growth, potential duration, or other factors requiring Agency Administrator awareness.
- The BLM DM/FM is responsible for approval of wildfire decisions on BLM-managed lands in Alaska.
- To ensure awareness of suppression expenditures at all levels, local agency administrators will provide written notification to state directors or the bureau director as cost thresholds (Chapter 11) are approached or reached.
- As approvers of WFDSS decisions, Agency Administrators will ensure that periodic assessments are completed until the fire is declared out.

Wildfire Decision Approval Process in Alaska for Non-BLM Lands

- In *Department Manual 620 Chapter 2*, BLM is delegated the responsibility to provide cost-effective wildland fire suppression services on DOI-managed and Alaska Native lands. In this direction, BLM-Alaska Fire Service (AFS) participates in the wildfire decision approval process for fires on those lands.
- For fiscal purposes, The AFS Manager and AFS Fire Management Officers serve as agency administrators for approving wildfire decisions documented in WFDSS. Jurisdictional agencies are still responsible for identifying strategic objectives, management requirements, and management constraints.
  - o In addition to the Jurisdictional Agency Administrator, AFS Fire Management Officers serve as agency administrators for fires less than $5 million.
  - o In addition to the Jurisdictional Agency Administrator, the AFS Manager serves as an agency administrator for fires $5 million and greater.
  - o To ensure awareness of suppression expenditures at all levels, the AFS Manager will provide written notification to the state director or the bureau director as cost thresholds (Chapter 11) are approached or reached.

BLM Global Positioning System (GPS) Datum and Coordinate Format Standard

To ensure safe and efficient suppression operations, all BLM fire resources will use a standard GPS datum and latitude/longitude (coordinate) format when communicating GPS references. The standard datum is WGS84, and the standard coordinate format is Degrees Decimal Minutes (DDM). For other activities (e.g., mapping, fire reporting, planning) agency standards will apply.